

Important Facts About Donating Objects to the Collections of the South Carolina Confederate Relic Room & Museum

Frequently Asked Questions:

1). What kind of objects does the museum collect?

Answer: Items collected must have a connection with the military history of South Carolina from the 16th – 21st century; or they must show how this state's military history has been influenced by, or reflected in, the state's political and cultural development; or must be relevant to this state's role in the military history of the United States of America. Artifacts meeting these criteria, but of secondary value may be accepted into the museum's study collection.

2). How do I find out if the museum is interested in taking an object I may wish to donate?

Answer: If you think your object meets the above criteria contact the Museum's Registrar, Sarah Wooton, 803-737-8094. Email: swooton@crr.state.sc.us. She can find out what you have and possibly set up an appointment to for you to bring in the objects or make other arrangements to view them. The Registrar and other Curators will want to know everything you know about your object (such as the history of ownership, how it was used, interesting stories surrounding the object(s), etc.)

3). Can I just drop off items I wish to donate at the Museum's front desk?

Answer: No. This is not safe for the potential donor or the museum. Drop offs result in poorly documented artifacts that are very difficult to display. If you simply drop off an artifact without signing a temporary deposit form, it is nearly impossible for the museum to credit your donation and get all the wonderful information you might have about your artifact. It is also likely that such an item will never be displayed due to lack of information. Please call the museum Registrar for an appointment before you bring a potential donation into the museum 803-737-8094.

4). How does the donation process work?

Answer: First, bring in the object(s) you wish to donate (after you and Registrar have agreed upon a time for this). The Registrar will fill out a Temporary Deposit Sheet and Incoming Condition Report for you sign and keep a copy of. Next, the Collections Committee will meet to discuss and vote on whether or not to accept the object(s). This committee consists of the Director, Curator of History, and Registrar. The Registrar will get in touch with you after the meeting. If the committee decides to accept the object(s), the Registrar will send 2 copies of a deed of gift form in the mail (formally transferring the object to the museum). Sign one copy and return the other in the enclosed stamped envelope. If the committee does not accept the object(s), the Registrar will contact you to make necessary arrangements to return your property to you and may be able to recommend other museums that might be interested.

5). Will the Museum accept my object as a loan?

Answer: The museum's collection policy restricts the museum from taking in long term loans. At this time, the museum can not spend money to conserve loaned objects. The museum can not accept loans unless they are loaned specifically for an exhibit that will begin within an immediate time frame of the loan origination date.

6). What if I do not want to donate or loan an object I have, but want to bring it in to ask staff questions?

Answer: Contact Joe Long, Curator of History, to set up a time to do this. 803-737-8098
Email: wjlong@crr.state.sc.us. The museum does not appraise objects.